

CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

Our Mission
"Honoring California's Veterans"



Classification: Licensed Vocational Nurse (Salary \$3333.00-\$4051.00)

Tenure/Time Base: Permanent, Full-time

Location: Veterans Home of California – Ventura
10900 Telephone Rd., Ventura, CA 93004

Who Should Apply: Current State employees in this classification or those who are eligible on a certification list, transfers, or reinstatement may apply for this vacancy. SROA/SURPLUS PROVISIONS APPLY. If you are not a current State employee or otherwise eligible, you may qualify for a civil service examination based on the minimum qualifications for the classification. To view a current listing of examinations being offered by the California Department of Veterans Affairs, please visit our website at www.cdva.ca.gov, or to view examinations offered by all State departments, please visit the State Personnel Board's website at <http://www.spb.ca.gov>. HONORABLY DISCHARGED VETERANS WHO FALL UNDER EITHER CATEGORY AND MEET THE REQUIREMENTS STATED ON THE JOB AND/OR EXAMINATION ANNOUNCEMENT ARE ENCOURAGED TO APPLY.

Duties and Responsibilities:

Under the direction of the Registered Nurse Supervisor,

- Makes rounds with physician as requested and reports unusual resident conditions to physician or nursing supervisor without delay. Transcribes doctor's orders and completes lab and x-ray slips. Gives medications and records in proper areas on Nurses' Notes and Medication Administration Record.
- Assists with initial resident interview and assessment on admission and: Explains role of various staff members on the unit; In absence of RN, does nursing history and assessment; orients to physical layout of ward, specific ward routine, and use of call bell; and assures that physical inventory of resident's belongings is completed. Assists in formulation and revision of nursing care plans. Identifies rehabilitative potential of individual residents and plans care directed toward attaining optimum level of function as demonstrated by: Maintaining proper body position and body alignment of bedridden residents; maintaining adequate nutritional fluid intake; maintaining bowel and bladder training program; assisting residents in adjusting to their functional limitations and redirecting their interests; assisting residents in the techniques of ambulation and carrying out exercise as directed by the physical therapist between his visits; assisting and teaching the activities of daily living (feeding, dressing, grooming and toilet activities); and assisting in re-motivation and reality orientation where appropriate.
- Completes assigned nursing summaries as scheduled by the SRN on RCFE residences. Documentation in these summaries will reflect the resident care plan. Assures that appropriate vital signs are taken and recorded as indicated for level of care assigned. Assures that all residents have monthly weight taken and recorded and reports any significant change to the physician immediately. Performs emergency life saving measures as necessary including but not limited to Cardiopulmonary Resuscitation, emergency medication administration, and oro-naso-pharyngeal suctioning.
- Participates in multidisciplinary team meetings as indicated on a weekly basis and ensures updating and review of every resident care plan on a quarterly basis on RCFE residences. Participates and may conduct as necessary resident care conference. Participates in change of shift report and communicates pertinent information to all members of nursing team, including SRN.
- Familiarizes staff with optimum standards of residents care and stimulates a positive attitude toward these standards. Insists that safety precautions and regulations for residents and staff be observed at all times. May give direct personal resident care as assigned by the RN. Working overtime is a requirement of this classification.

How to Apply: Candidates should submit a State Application (STD. 678) and résumé to:

Department of Veterans Affairs
Human Resources Division
1227 "O" Street, Room 404
Sacramento, CA 95814
Attn: Jacquie Ruiz, M80#74 08/09

Inquiries:

Voice: (916) 653-2535
TDD: (916) 653-1966

Note: In Line #12 on the State Application, you must clearly indicate the basis of your eligibility; i.e., List, Transfer, SROA, Surplus, Re-employment, or Reinstatement. Failure to do so could result in being rejected from the interview process. Please place Attn: J. Ruiz and M80#74-08/09 on your application.

Final Filing Date: Until Filled AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. PER MILITARY AND VETERANS CODE, SECTION 80, WHENEVER POSSIBLE, PREFERENCE SHALL BE GIVEN TO VETERANS FOR EMPLOYMENT IN THE DEPARTMENT OF VETERANS AFFAIRS. APPLICATIONS WILL BE SCREENED AND ONLY THE MOST QUALIFIED WILL BE INTERVIEWED. RELEASED: 2.25.09